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CENTRAL INTELLIGENCE AGENCY

OFFICE OF CENTRAL REFERENCE

2 September 1964

MEMORANDUM FOR: Executive Director

THROUGH: Deputy Director (Intelligence)

SUBJECT: "CIA Briefing" for Selected Liaison Contacts
in Outside Agencies

1. Paragraph 3 contains a recommendation for your approval.
2. Over the years certain people in the non-USIB Agencies have served this Agency faithfully and well as Liaison or operational contacts. For many of them, these contacts have been a one-way street. Relatively little attention has been paid to acknowledging and encouraging their support beyond the working level contact. Few have ever set foot on Agency property. Knowledge of CIA as a whole is, for most of these people, probably limited to what they have read in frequently inaccurate or misleading newspaper articles and books.
3. I recommend that the Agency launch a program to brief selected, cleared contacts in other agencies along the following lines:
 - a. Each Directorate would select participants, verify their clearances, make arrangements with OTR for a briefing and keep an accurate record of who was briefed.
 - b. Participants would not be limited to senior officials. Working level contacts would be given equal consideration based on past and potential value to CIA.

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c. Mr. [REDACTED], OTR Briefing Officer, without encroaching on his regular briefing schedules, would give his standard "CIA Briefing" (with variations to suit a particular audience) to selected groups of not more than 6 persons.

d. These briefings would be followed by lunch in either the Cafeteria or Executive Dining Room in accordance with the rank of the guests.

e. The DDCI, Executive Director, or appropriate Deputy Director would be invited to participate briefly in the case of the higher level guests.

4. A preliminary list of persons OCR considers to be especially valuable contacts is attached for your information.

S
JOHN K. VANCE
Assistant Director
Central Reference

Attachment: a/s

CONCURRENCES:

/s/ Thomas W. Paramassinos

2 - SEP 1964

A Deputy Director/Plans

Date

4 SEP 1964

Date

- 3 SEP 1964

Date

Executive Director

9 Sept 1964
Date

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